

Memorandum M 2213

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Digital Computer Laboratory
Massachusetts Institute of Technology
Cambridge 39, Massachusetts

SUBJECT: MIT-IBM STANDARDS COMMITTEES

To: All Group 62 Engineers

From: C. W. Watt

Date: June 5, 1953

An agreement has been reached with IBM as to the make-up and organization of the Joint MIT-IBM Standards Committee. The organization and responsibilities of these committees are described on the attached sheets.

Signed C. W. Watt
C. W. Watt

Approved A. P. Kromer
A. P. Kromer

CWW/apk/jg

cc: Fahnestock
Wainwright
Hodgdon
Paine

APPROVED FOR PUBLIC RELEASE. CASE 06-1104.

Subject: Organization and Responsibilities of IBM-MIT Standards Organization.

Date: May 28, 1953

Abstract: A joint Standards Organization is described and its responsibilities outlined. A joint Central Standards Committee coordinates the work of six joint Sub-committees, with Watt of MIT and Sweetland of IBM Co-chairmen.

Signed



R. N. Sweetland

C. W. Watt

Approved



J. M. Coombs

A. P. Kromer

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The following committees are set up, with indicated personnel.

Joint IBM-MIT Central Standards Committee

C. W. Watt MIT Co-chairmen
R. N. Sweetland IBM

MIT:	A. P. Kromer	IBM:	J. A. Goetz	
	R. Best		D. J. Crawford	
	J. Jacobs		R. P. Crago	At least two
	W. Papien		N. P. Edwards	present at
	K. Olsen		H. D. Ross	each meeting
	G. Briggs		J. Montgomery	

Committee #1 - Elec. Components Sub-committee

MIT:	C. W. Watt	IBM:	W. Rudman	
	B. B. Paine		One Representative	Attends each
	H. Hodgdon		of the IBM Circuit	meeting
	H. Platt		Design Group	

	E. Fuegel			
	H. F. Heath			At least one
	B. L. Stone			present at each meeting
	R. Slonaker			
	J. Johnson			

Committee #2 - Mech. Components Sub-committee

MIT:	J. Bassett	IBM:	W. F. Hughes	
	H. Hodgdon			

Committee #3 - Materials and processes Sub-committee

MIT:	C. W. Watt	IBM:	C. M. Balliet	
	J. Bassett		D. G. Lawrence	Electrical Subjects
			N. P. Edwards	

Committee #4 - Mechanical Design Sub-committee

MIT:	C. W. Watt	IBM:	R. C. Henn	
	J. Bassett			

Committee #5 - Drafting Sub-committee

MIT:	A. Falcione	IBM:	J. H. Foley	
	J. Giordano		R. C. Henn	

Committee #6 - Basic Circuits Sub-committee

MIT:	R. Callahan	IBM:	J. H. Foley	
	A. Heineck		D. B. Thompson	

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1.0 Central Standards Committee - This joint group has the following responsibilities:

1. Determines the scope of each Standardization Project.
2. A. Decides priority of Standards Projects.
B. Schedules the work of the Sub-committees.
3. Acts as final judge on tentative Standards sheets after they have been distributed for comments.
4. Is cognizant of all activities of the Sub-committees.

2.0 Co-chairman of the Central Standards Committee:

C. W. Watt of MIT and R. N. Sweetland of IBM, have been designated responsible co-chairmen, with the following duties:

1. Each co-chairman coordinates all Standardization Projects assigned to his organization. As such he has the following responsibilities:
 - A. Makes certain that the scope of each Project agrees with the instructions of the Central Standards Committee.
 - B. Keeps familiar with the progress of each Project. He notifies the Central Standards Committee as early as possible when it appears likely that a Project will not be completed on schedule.
2. Either Co-chairman may call a meeting of the Central Standards Committee when he considers it advisable.
3. The Chairmanship of Central Standards Committee meetings will rotate between the Co-chairman.
4. The IBM Co-chairman will also perform the following functions:
 - A. Coordinate inter-organization standards activities.
 - B. Publish the Standards Books.
 - C. Act as liaison agent between IBM-MIT and J. A. Goetz Components and Tube Testing activities.

A full time staff has been organized at IBM to handle these duties.

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3.0 Sub-Committees:

3.1 It shall be the responsibilities of committees #1 and #2 components.

- A. To assemble material for electrical and mechanical component Standards sheets for IBM-MIT use.

3.2 It shall be the responsibilities of Committees #3 and #4 on mechanical design materials, and processes:

- A. To prepare general design specs for packaging, wiring air conditioning etc.
- B. To prepare detailed good construction practice specs for use by shops and outside vendors.
- C. To advise shops, vendors, etc. when questions and problems on such subjects arise.

3.3 It shall be the responsibility of committee #5 to set up joint drafting standards that will be acceptable to MIT and IBM and also comply with Air Force specs as closely as possible.

3.4 It shall be the responsibility of committee #6 to collect basic circuit information, after assuring itself that responsible parties have thoroughly investigated and discussed the circuits, and that all pertinent comments have been called to the circuit designer's attention.

4.0 The following functions are considered necessary for the successful operation of the Standards program. Responsibilities should be defined as soon as possible.

1. All circuit schematics must be checked for compliance with electronic Standards which have been issued. This check should include investigation of the following:

- A. Electrical or electronic component selection.
- B. Component usage.
- C. Use of basic circuits, wiring configurations, etc.

2. Mechanical drawings must be checked to assure compliance with approved Standards and usage for materials, mechanical parts, etc.